

Marlborough Public Library Board of Trustees
Meeting Minutes

November 7, 2017
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:02pm

Board Members Present: Tom Abel, Karen Bento, Nena Bloomquist, William Brewin, Ray Hale, Rustin Kyle, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: Ray Johnson and Janice Merk

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the October meeting was passed (Abel/Bento).*

2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for October of 2017 (Hale/Abel).*

3. **Director's Report:** (see attached for more details)
 - Margaret met with the Historical Commission regarding the library building project and the state grant. They are very interested in remaining "in the loop" as the project moves forward.
 - The Hopkinton Public Library is now open and is well received within the community.
 - Margaret will be attending the December 5th meeting of the Junior Women's Club regarding the new library project, the Library Foundation, and fundraising.
 - There has been a meeting room request from a mortgage company to offer a home buying class. It is a for-profit company using a class as a lead-generating opportunity and it is not a Marlborough-based company. The trustees suggested Assabet Valley as a more appropriate location for the class.
 - The staff is evaluating scheduling software on a one-year basis. The cost of the evaluation is \$617. *A motion was passed authorizing the payment of \$617 to Springshare LLC from State Aid (Abel/Hale).*

4. **Committee Reports:**

- Foundation:
 - The regular meetings have been moved as to not conflict with Rotary Board meetings.
 - Tom Abel's findings regarding naming rights: Trustees are considered custodians of the library and do not, necessarily, have naming rights. A broad decision in 1998 proclaimed all buildings in the city to be named after veterans. The trustees should seek to obtain City Council approval to allow the Trustees (not the Foundation) to approve naming rights within the library. *A motion was passed to request the Assistant City Solicitor to draft an amendment to the existing order for City Council approval that would grant naming rights to spaces in the library to the library trustees (Abel/Hale).*

- Friends: (see attached report for detailed information)
 - Ray Johnson is quite ill. The Friends are working very hard to fill his shoes as he did all the PR for their programs.
 - *A motion for the Trustees to pay \$50 for the First Honorable Mention prize in the current art show was passed (Brewin/Hale).*

5. **Old Business:**

- DCU Donation: Margaret has gathered some pricing for few options:
 - New chairs for the auditorium. Stackable, with carts - \$8,337.48
 - Tutoring programs such as Brainfuse (\$3,850) or Tutor.com (\$4,900) may take addition staff resources in order to get up and running properly. Importantly, the fee may increase after the first 2 years after more people are accessing the service.
 - The portion of the cost of the Microfilm ScanPro machine, which would not be covered by the Brigham Trust, if granted (minimum of \$2,655).

6. **New Business:**

- The wireless hotspots are very popular but have been problematic, as well. Margaret has switched to a new vendor which costs less and a new rotation of devices should limit the problems with speed issues that were occurring.
- Since both Margaret and a few trustees will be attending the Junior Women's Club meeting December 5th, an alternate meeting date for the trustees' monthly meeting is proposed. Next month's meeting will take place on December 12th.
- *A motion to approve the 2018 Holiday Calendar for the Marlborough Public Library was passed (Ripley/Abel).*

7. **Adjournment:** *A motion to adjourn passed at 7:59 (Abel/Bloomquist).*

Minutes submitted by Secretary Robyn Ripley.